

Old Yellowstone District and South Poplar Street Corridor Development Application

DATE SUBMITTED: _____

APPLICATION FEE: \$250.00

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION OF PROPERTY: _____

OWNER(S) NAME: _____ *(Attach Proof of Ownership, such as title, deed, tax bill, etc.)*

ADDRESS: _____

PHONE (DAY): _____ CELL: _____ E-MAIL: _____

OWNER(S) NAME *(If applicable)*: _____ *(Attach Proof of Ownership, such as title, deed, tax bill, etc.)*

ADDRESS: _____

PHONE (DAY): _____ CELL: _____ E-MAIL: _____

If the owner(s) would like to appoint an authorized representative, please provide the following information:

REPRESENTATIVE/APPLICANT'S NAME: _____

ADDRESS: _____

PHONE (DAY): _____ CELL: _____ E-MAIL: _____

BRIEFLY DESCRIBE THE PROPOSED DEVELOPMENT: _____

The Owner(s) signature(s) below signifies that all information on the development application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

Signature of Property Owner: _____ Date: _____

Signature of Property Owner: _____ Date: _____

Old Yellowstone District Development Checklist

It is strongly encouraged that all applicants schedule and attend a preliminary project review meeting with the Community Development staff to discuss the proposed project's compliance with the West Central and South Poplar Street Corridor Plan and the Form-Based Code before submitting the checklist items below.

All items listed below shall be required for an application to be considered complete, unless otherwise waived by the Community Development Director.

A. Ten (10) copies of the project site plan based on a physical site survey, drawn at a scale of 1":10', or a multiple thereof, and showing the following information:

- Property boundaries;
- Easements;
- North arrow;
- Legal description of the property;
- Vicinity map at a scale of 1":600' clearly indicating the location of the land in question with respect to a larger recognizable area;
- Title block stating name of project, designer and address and telephone number of designer;
- Title block stating name of applicant, and address and telephone number of applicant;
- Adjacent public rights-of-way, street names and pavement widths;
- Proposed and existing building locations and orientation;
- Parking areas and layout. A statement of how the applicant will meet the minimum parking standards, if parking is not provided on site;
- Existing and proposed sidewalks, pathways and walkways;
- Site lighting;
- Existing and proposed utilities;
- Fire hydrants and building connections;
- All ground surface materials (turf, concrete, brick, asphalt, etc.);
- Physical relationship of proposed buildings and structures to adjacent lots and buildings;
- Curb cuts and driveways;
- Outdoor seating areas, if provided;
- Streetscape details (trees, benches, decorative lighting, bike racks, etc.);
- Arrows showing the direction of traffic flow;
- Proposed and existing building setbacks;
- Screening and buffering measures;
- Location of trash receptacles;
- Location and type of all fences;
- Any other plans or data requested by the Architectural Review Committee;
- Estimated traffic generation based on the most recent edition of the Institute of Transportation Engineers (ITE) Manual;

- B. General Notes to include a summary of:
- Total land area in acres or square feet;
 - Total square footage of building footprint
 - Number of stories and total floor area;
 - Building height;
 - Number of parking spaces required (*per Form-Based Code*);
 - Number of parking spaces provided;
 - Total area of landscaping; and,
 - Percentage of site covered by landscaping.
- C. Fee, as established by City Council.
- D. One (1) original copy of the signed development application.
- E. Ten (10) copies of a landscaping plan illustrating and noting all proposed plantings by size and species, drawn at the same scale as the project site plan.
- F. Ten (10) copies of architectural building elevations; front, side and rear, indicating all type and color of exterior materials, windows and door openings, and drawn at a scale of $\frac{1}{4}":1'0"$.
- G. Ten (10) copies of colored architectural perspective renderings depicting proposed building design.
- H. Ten (10) copies of colored architectural illustration of proposed signs (sign plan) drawn at a minimum scale of $\frac{1}{2}":1'0"$, and showing type, size and location of all signs.
- I. Two (2) copies of a grading plan, a drainage plan or a drainage study performed by a Wyoming licensed engineer (if determined to be necessary by the Architectural Review Committee).
- J. Two (2) copies of an erosion control plan.
- K. A traffic impact analysis (traffic study) may be required, if the proposed site plan is expected to generate in excess of 75 peak hour trips. If required, the traffic study will be performed by the City's third party contractor, and the applicant will be responsible for paying for the cost of the study in advance.
- L. Digital copy of the site plan, landscaping plan, architectural elevations and renderings in both AutoCAD and PDF formats.

Please direct any questions to the Community Development Department at (307)-235-8241